

Council on Aging and Human Services

Board Meeting September 19, 2013

Present: Director Vicki Lowe, Chairperson Joanne Pratt, Wendy Haney, Lloyd Gibbs, Vivian Pitts, Ann Alibrandi, Elaine Biggieri, Colin Haney, Betty Travers and HESSCO representative Helen Rice

Absent/Excused: Jerry Norwood

Meeting Called to order at 5:00pm by Joanne Pratt

Minutes of June accepted as amended

Budget:

The fiscal year ended with roughly \$147.00 unspent. The new budget is on track. We were given \$9,600 for this year for a generator, as it turns out it was a bad quote. The cost is thought to be \$15,000 to \$19,000. Roger Hill said he will try to help Vicki with this situation. Bill Casbarra and Vicki are also pursuing some grant options. The COA building is unsafe to work in without a generator when there is a loss of power. The generator that would be purchased would go on automatically. The Public Safety Emergency Management group would set up the building with cots etc. to prepare for it to be used.

Director's report – There have been several changes in a relatively short period of time.

- Building: The repairs have been completed on the building. They shingled the entire area under the porch so that it would look uniform, replaced 2 windows and blinds and repainted the room. The new rugs throughout the building and new railings at the handicapped entrance were installed in July. I purchased 30 new chairs that are deeper and have better cushions for people who attend movies, lectures, etc., that have to sit for an extended time period.
- Waiting for update on when new van will be delivered. It should be within the next month or two.

Staffing/ Human Services updates:

- Noreen's last day was 9/6 a retirement party was held 9/17. Vicki has some money in the formula grant to fund some extra hours of transportation.
- Noreen has accepted that position and will work approximately 5 hours per week. Pam will coordinate the transportation requests handled by Human Services and assign them to Noreen and Phyllis.
- Pam has been working as the community social worker since Aug. 26th. She is doing great. She has attended some educational programs to keep her informed about issues like observation days, open enrollment, Care one, etc.
- Ken has completed the town services brochures which are here, at the town hall, and at the library. He has completed the comprehensive consumer's resource guide. It is getting final edits and will be available in October.
- We will be resuming our networking meetings with town departments and the schools in October.
- Chris Shewry has been working as the Program Coordinator since 9/9. Chris is currently on vacation which had been planned far in advance. We will be at full complement on 9/25.
- Chris and Elaine have both gone through the Certified Food Handlers certification training.
- The table top gardens had issues that have been resolved. The seniors are enthusiastic about the gardens. Marcia Lewicke has done a great job as leader of the garden club. The Nutrition and Garden club are enjoying the table top gardens.
- We had 2 overnight night trips, Noah & Yellowstone, both had overall positive feedback.
- Vicki received a grant funding for the Big E trip. It will be on Friday 9/27 from 10-7. Elaine will be the staff person going.
- The Essex Trip will be on 10/10. Pam & Chris will attend. The trip was so popular that the tour company offered a second trip to try to accommodate everyone on our waiting list.
- On 10/31, Peg McDonough will be doing a presentation for the seniors about open enrollment supplemental Health Insurance and Medicare.

- Joanne will be hosting a Halloween Tea.
- We will celebrate Veteran's Day here on 11/14. The Navy Band will be the entertainment.
- Our holiday party will be at Lakeview Pavilion this year on December 5th, we have a DJ for entertainment.

Old Business:

- New members of the trip committee Rene Cartier, Pat Murphy and Adele French. Trip meeting for the general public will be on Sept. 30th
- A staff person will be at all meetings of the trip committee; all ideas will be considered and investigated; Chris will be the primary escort on most trips. She will also be the contact person for all tour company contacts.

New Business:

- Packets with the open meeting law and ethics laws in folders. There is a sign off sheet that has to be turned into Elaine. Computer #4 in the lab is set up to the ethics site if anyone would like to do the ethics test on it. The ethics test certificate and packet sign off sheets must be turned into Elaine by 10/18/13.
- **HESSCO** Helen gave her report telling us that an award of \$40,000 was received and these funds would be used for legal fees. HESSCO has elected a new board. The donation for meal will be going up from \$2.50 to \$3.00 on October 3, 2013.
- Vivian spoke and praised at how helpful HESSCO was to her when her Mother was ill had issues with the care.
- Friends of Foxboro Senior will meet on September 21st and nominations for new officers will be voted. Dick Thompson has stated he will not seek an office. The Friends will be having a trip to the Reagle Players in Waltham.
- Welcome to our new board member Betty Travers.

A motion to adjourn was made and seconded and agreed by all 6:14

Respectfully submitted,

Ann Alibrandi